

# Utility Departments of Hildale/Colorado City

Utility Board Meeting Minutes  
320 East Newel Ave, Hildale Utah  
Tuesday, May 29, 2018 6:00 P.M.

## **Present: Utility Board**

Board Members:	Present	Absent	Excused
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Haven Barlow			X
Stacy Seay	X		

## Staff Present:

David Boshard, Weston Barlow, Vance Barlow, Mayor Allred, Mayor Jessop, Christian Kesselring, Vincen Barlow, Angelene Chatwin (this list may be incomplete)

Public Present: Unknown

## **#1 Call to Order**

Arvin Black called the meeting to order.

## **#2 Welcome New Board Member**

Stacy Seay introduced herself.

## **#3 Approval of Minutes of April 24, 2018 Meeting**

**JVar Dutson moved to Ratify the Minutes of the April 24, 2018 Hildale/Colorado City Utility Board Meeting.**

**Jason Black seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

#### #4. Public Comment

James Johnson asked why Pure PH8 was not on the Agenda. He was informed that it will be in the executive session. JVar informed him it was on the agenda last month and we requested his attorney be here and he was not.

#### #5. Consideration of Utility Waiver Requests

Waivers were missed in the packet, but the staff did give recommendations to the board in the staff summary. There was discussion on how the waivers will be presented in the future. A policy needs to be put in place that all waivers are decided upon so that everyone knows the criteria the staff is using.

**JVar Dutson moved to approve the Staff Recommendation on all Utility Waiver Requests.**

**Jason Black seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

#### #6. Consideration and Possible Action to Hire Utility Technician

David Boshard presented. Ralph Johnson Jr. has transferred to the utility department and they need approval to officially hire him at the rate of \$19.00/hr.

**Nathan Burnham moved to hire Ralph Johnson Jr. as Utility Field Technician and set his wage at \$19.00/hr.**

**JVar Dutson seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson			X
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

## **#7. Discussion on Utility IGA and Schedule Work Session on Utility IGA**

Arvin presented. He asked Mayor Allred to speak because of his knowledge and experience. He would like to schedule a work session for the IGA and encouraged each board member to take time to read it in detail.

Mayor Allred addressed the Board. The agreement was last modified in November 2017. The IGA authorizes the cities to do business in the utilities. He continued a brief overview of the entire IGA section by section. In summary, the Utility Board is responsible for operations and maintenance, employees, budgets, rates, developing regulations, projects and planning and growth.

Arvin expressed his appreciation. This information needs to be known in order to do their duty. JVar indicated that insurance needs to be discussed; Hildale is piggybacking off Town of Colorado City's general liability insurance while shopping for their own.

Mayor Allred explained the agreement with the Twin City Water Works.

Jason questioned the meaning of the word "may" on section 5 page 6 to clarify a chain of command. Lengthy discussion on this matter continued. It is not clearly written in the IGA.

Arvin feels that there is confusion, so the Board is not working with the cities as well as they should be. A good working relationship is imperative. It is very important that the Board communicate with both cities so that all issues are resolved, if not, they can't do their job. They need a work session so that everybody interprets the IGA the same, and they can figure out what they want changed.

Mayor Jessop gave her input about the IGA being as clear as mud. She feels that we need to get a chain of command set up and follow through with it.

A work session to discuss the IGA, roles and responsibilities, and the collection policy will be scheduled for June 12, 2018 at 5:00 p.m. A public budget hearing will start at 7:00 p.m. Notice will be given that town council members may be present so that they can attend if they so choose.

## **#8. Discussion and Possible Action on Roles and Responsibilities**

There was discussion on what David Boshard was hired for. Mayor Allred explained that Hildale City feels that office work, capital improvement planning, new source development, future planning etc. is not being done by David. Mayor Jessop feels David is fabulous and brings a lot to the table. She explained that David was hired as field manager, and when Justin left, David offered to pick up his duties, giving him the responsibilities of two jobs.

Debt collection is currently no one's responsibility. Mayor Allred was under the impression that there is an agreement that Hildale City office staff be should be doing the collections. He suggested that a list of all the jobs be made, and decide how much one person can take.

Arvin invited David Boshard to address the Board.

David announced that he has decided to resign, effective immediately. He received a very attractive job offer two weeks ago and he is tired of the Hildale City management. He feels they have made it impossible to do his job. Money is paid to Hildale City for recordkeeping, billing, money receiving, and he assumed aging accounts. If Utilities takes on more of the work, he feels that they should keep more of the money. He was grateful to work with the utility crew; they were great to work with.

David informed Arvin of his resignation before the meeting. Arvin is concerned that now things might not get done. JVar asked if anything could be done to make David reconsider. Arvin indicated that he asked David about that before the meeting, and David indicated that he cannot pass up the job opportunity. The board discussed who will pick up the responsibilities until a final decision can be reached on the reorganization.

**Jason Black moved to appoint Weston Barlow as interim Operations Manager and Vincen Barlow as interim Utility Office Manager.**

**Nathan Burnham seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

Weston commented that the council needs to take the budget into consideration when making positions and assigning roles and responsibilities.

## **#9. Departmental Reports**

David Boshard presented.

Propane and gas are trending downward each day due to increasing temperatures, usage is dropping. Dominion Energy came to town with several proposals. There are options that need to be looked at.

Wastewater: the new vacuum truck is in. Flows are diminishing. Base rates are keeping the utility income afloat. Larger homes that paid more than the base rate are now vacant, and more people pay only the base rate.

With the heat and wind increasing the wastewater ponds are evaporating. If we don't get a major rainstorm soon we may have to shut down the ponds and let them dry. Stacy asked about using irrigation water, and David said it could be done.

They continue with meter replacements. Last week they found a number of meters that were not properly registering water usage, which is the reason they are replacing meters. Water income is down about 40% from last year.

Bad news is the Academy Well. It was cleaned, and they put the pump and motor back in. Sometime during the night the valve got turned off. Consequently, the temperature in the well rose and destroyed another motor. They have arranged a trade for another pump and motor. A young man spoke with Mayor Allred regarding the situation, he thought the water was wasting and he was trying to help. There was discussion on fencing around the well to avoid a similar issue in the future. Good news is it was running great until the valve got turned off.

There was discussion on the proposed trade for the new pump and motor. Weston asked the board to consider trading a new 60hp well motor for a 40ft cargo container to Spring Ranch. Spring Ranch proposed to pull and replace the well for \$3,000.00.

**Stacy Seay moved to approve the proposed trade with Spring Ranch.**

**Jason Black seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

## #10. Financial Report

Skipped.

## #11. Discussion and Possible Action on Aging Accounts

Vincen presented. The council was provided with an aging report total. Vincen thinks it would be beneficial to come up with an aggressive debt collection policy. There was discussion about previous collection procedures and ideas for future collection procedures. Centennial Park has an aggressive collection policy in place and will share details at the work session.

**#12. Consideration of Approval to Pay Bills**

Jason Black commented that he feels the cities/utility department should be supporting local businesses, creating the spirit of synergy and unity, and circulating that money through the community rather than on-line or outside the cities.

Invoice register was provided for review. There was brief discussion/explanation on how the costs are split on this issue. Colorado City pays 45% and Hildale pays 55% on the judgment resolution fund. These numbers were put in place by City Managers and can be re-discussed.

**Jason Black moved to pay the bills as they become due and as funds become available.**

**Nathan Burnham seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

**#13. Large Purchases**

Weston presented. The utility department would like to purchase additional cleaning nozzles for the new jetter/vac truck. An itemized proposal was included in the packet. These are a specific line item in the budget

**JVar Dutson moved to approve the purchase of additional nozzles in the amount of \$10,500.00.**

**Jason Black seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

**#14. Closed Executive Session**

**JVar Dutson moved to go into Executive Session for the Discussion of Pending or Contemplated Litigation, Claims and Demands.**

**Nathan Burnham seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

**JVar Dutson moved to reconvene the regular session.**

**Alma Cawley seconded. Roll call vote:**

Board Members:	Yes	No	Abstain
Alma Cawley	X		
Sterling Jessop, Jr.	X		
Ralph Johnson	X		
Arvin Black	X		
Jason Black	X		
Nathan Burnham	X		
JVar Dutson	X		
Stacy Seay	X		

Motion carried.

**#15. Discussion of Pending or Contemplated Litigation, Claims and Demands**

Vincen was asked to explain where we are at on the Pure PH8 matter. He stated that the question is, are they looking to have on the agenda approval to put a service drop in a public right of way?

The city needs Pure PH8 to present what they are asking for to the utility board, and the utility board will make a recommendation to the city council. The city would like to have a public discussion on this matter. The city will put this item on the agenda, no action can be taken today because it is not on the agenda.

James Johnson addressed the board. He stated that last time he asked to be on the agenda he was not informed of the date and time that this matter would be discussed. He feels that there is a conflict of interest with the other company's approved distribution. He would like equal opportunity of access.

## #16. Adjournment

Nathan Burnham moved to adjourn. Ralph Seconded. Meeting adjourned at 9:05 p.m.

Minutes were approved at the Colorado City Council Meeting on \_\_\_\_\_.  
Minutes were approved at the Hildale City Council Meeting on \_\_\_\_\_.

\_\_\_\_\_  
Vincen Barlow, Hildale City Recorder

\_\_\_\_\_  
Vance Barlow, Colorado City Town Clerk

### Summary of Board Actions:

April 24, 2018 minutes ratified  
Staff recommendations on utility waiver requests approved  
Ralph Johnson Jr. hired  
David Boshard resignation  
Weston appointed as Interim Operations Manager  
Vincen appointed as Interim Utility Office Manager  
Work session scheduled for July 12, 2018 at 5:00 PM  
Public Hearing for Budget scheduled for July 12, 2018 at 7:00 PM  
Trade with Spring Ranch for Academy Well approved  
Approval of paying bills  
Purchase of nozzles for vac truck